

**Northwest Community EMS System
Education Committee Meeting
MINUTES
November 2, 2010**

Topic	Discussion/Conclusions
Call to Order Previous Minutes Review of Agenda	<ul style="list-style-type: none"> • Call to order at 09:02 • Minutes accepted with spelling corrections • No additions to agenda
Introduction of New Members & Guests	<ul style="list-style-type: none"> • Rick Russell – Rescue 8
Education Committee Meeting	<ul style="list-style-type: none"> • System Entry – Skills classes have be scheduled • Peer Educator – Training classes need to be scheduled • ConEd Material – Video CE – Need more involvement from other agencies • Education Policy Updates – No report • Documentation Sub-Committee – Met on 10/22 to finalize details; 11/12 will be a dry run working session; Pwr. Pt. presentation went well; S. Wood stated they are fine tuning the Nurse Educator's part; time criteria seems ok for 200 slides. Each agency must have a co-educator at the train-the-trainer. Classes at AHFD St 2 on 12/6, 7& 8 at 09:00. A base template for field bridge will be distributed that can be customized by each agency. The benefit is that all will have a common starting point for field bridge use. The base template can be re-customized as time moves on by each agency. Dr. Ortinau commented that this is the first time the System is doing education like this. 11/12 train-the-trainer rollout is an open invitation to coordinators, EdCom member, etc. This session will be for feedback and is not to replace the train-the-trainer class. S. Wood commented that 90% of the CE will be the agency's (superuser) educator. It is recommended that a computer not be present at the CE; they do not want the focus to be on the computer but on the CE. Department educators must be dedicated to teaching the class. It was stated that the data needed by many agencies is best gathered by the paramedic at the point of contact. N. Unti asked how it would be addressed if unable to complete the 200 slides. The Pwr.Pt would be made available after the class. G. Fabsits thanked the sub-committee for their work.
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System and State Updates	<ul style="list-style-type: none"> • Policy Update - I-2 appendix meeting was the week of 10/25. Hospital comments and suggestions included. Updates will be emailed to committee members. It was mentioned that K. West's classes will be at Bloomingdale on 11/7 BB Pathogens and 11/8 & 9 Basic Infection Control Officer. Dr. Ortinau stated that he was pleased with the efforts put into the I-2 policy • System Memo 319 - Dr. Ortinau stated that there haven't been any further drug errors. EGV showed a fentanyl/versed case they are trying to use. P. Dyer of DPFDF commented that the responsibility falls on the end user to follow the R's of drug administration. It was commented that some agencies aren't seeing the importance of this education. Some may have never experienced a problem or it hasn't happened in a long time. • Website – C. Mattera commented that working is continuing and it's very close to being ready.
Next Meeting Adjournment	<ul style="list-style-type: none"> • No meeting in December • Next meeting – January 4, 2011 • With no further business the meeting was adjourned at 09:54